



City of Rocklin

PART-TIME POSITIONS AVAILABLE Preschool Teachers/Substitute Teachers

Community Services and Facilities Department

Salary range: Starting at \$10.00 per hour

(No Benefits)

The Program

Rocklin's Preschool Program emphasizes group learning in a structured environment and is designed to prepare children for entrance into school. Activities include structured art, music, language development, socialization, and monthly field trips. Assignments may be made to any of a number of preschool classes, offered two, three, or four days per week, for ages three, four, and five years old. Teachers may teach one or two classes per day, and each class runs three-and-one-half hours, including preparations time. Rocklin's Preschool Program operates at four facilities: Rocklin Preschool I, located at the 3rd Street Recreation Building, Rocklin Preschool II, located at the 5th Street Recreation Building, Rocklin Preschool III, located at Rock Creek Elementary School, and Rocklin IV, located at the new Ruhkala Elementary School.

Examples of Duties and Responsibilities:

Coordinate and lead preschool children in a variety of learning activities, including art, music, gross motor activities, and field trips; participate in related activities such as serving snacks, supervising playground activities, and assisting with special events and fundraisers; participate in lesson planning and goal setting during monthly preschool meetings; communicate tactfully and effectively with children, parents, and coworkers; participate in special events, such as the Rocklin Jubilee, the Harvest Carnival, and fundraisers such as Breakfast with Santa and Trike-a-Thon.

Knowledge, Skills, and Abilities Required:

Knowledge of Child Development and effective and current discipline practices, as well as standard and accepted English usage. Ability to work effectively with preschool children and coworkers; learn and apply City policies, procedures, and organizational priorities related to childcare programs and/or recreation programs; communicate effectively and tactfully in both oral and written forms; meet the physical requirements necessary to perform assigned duties in a safe and effective manner.

Minimum Requirements:

- Eighteen years of age and equivalent to completion of the 12th grade
- Completion of six (6) units of early childhood education at an accredited college or university (12 units preferred)
- At least one year of experience in the daycare/childcare field or a closely related field
- Possession of a current First Aid card and adult and infant CPR certificates
- Possession of or ability to obtain a valid California driver's license

Successful applicants will be required to pass the following:

- Medical screening to provide verification of freedom from tuberculosis
- Drug screening
- Fingerprint background check

Application Procedure:

Applicants must submit a City of Rocklin application. **Proof of early childhood education and CPR and First Aid certificates or proof of class registration must be attached to the application.** Apply at the Sunset Center, 2650 Sunset Blvd, (916) 625-5200, or the Human Resources Division, 3970 Rocklin Road, (916) 625-5050. Applications are also available online at www.ci.rocklin.ca.us.

FINAL FILING DATE: CONTINUOUS

The City of Rocklin is an Equal Opportunity Employer.

If you possess any disabling limitation that would require test/interview accommodation, please inform the Human Resources Division in writing upon submittal of the application. Medical disability verification may be required prior to accommodation.